



COMMONWEALTH of VIRGINIA
DEPARTMENT OF PUBLIC HEALTH
COUNTY OF LOUDOUN

1 HARRISON STREET, S.E.
P. O. BOX 7000
LEESBURG, VA 20177-7000



Phone 703/777-0234
Metro 703/478-8408

NOTICE

Fax 703/771-5023
TDD 703/771-5352

INFORMATION YOU SHOULD KNOW ABOUT WATER AND SEWER EVALUATIONS

- (1) Evaluations are scheduled as soon as possible in the order in which they are received. However, those applications filed less than thirty (30) days prior to settlement will likely not be completed prior to settlement. Please file your application more than thirty (30) days in advance.
- (2) Also, we have found that even when the evaluation report is completed prior to settlement, the results are often unsatisfactory for the water system, sewage system or both. Correction of the deficiencies involves an additional amount of time, which varies depending upon the nature of the problem(s). The complexities of correctional processes are beyond the scope of this notice, and most often cannot be resolved during the same thirty-day period.
- (3) Evaluation of sewage disposal systems will be recorded as inconclusive if either of the following is true:
 - A: The dwelling has not been continuously occupied for the thirty (30) day period prior to evaluation, or,
 - B: The septic tank has been pumped during the thirty (30) day period prior to the evaluation.If either of these situations is true, a new application and fee of \$110.00 will be required prior to revisiting the property.
- (4) If your septic system is 15 years or older, the septic tank, including inlet and outlet T's and distribution box must be uncovered for inspection. If these are not uncovered, the evaluation will be INCONCLUSIVE.
- (5) If the evaluation is for real estate transfer and the owner does not sign the application, a copy of the "Listing" is required.
- (6) Your application will be kept in our "Hold" file for 30 days after our visit to your property to allow for corrections. After that time, reapplication and fees will be required.
- (7) If the dwelling is served by a well water supply system, an inspection will be made of the well construction. The well must meet minimum construction standards in order to be sampled. The sample must be collected by our evaluator and analyzed at our laboratory. Results usually take 7-10 days. If results are unsatisfactory, the supply is normally disinfected. After all disinfectant has been cleared from the system, two satisfactory samples must be obtained, 5 days apart in order for the water to be considered "approved".

As you can see, this process involves a significant amount of time, so please plan ahead!

**DIVISION OF ENVIRONMENTAL HEALTH
LOUDOUN COUNTY HEALTH DEPARTMENT**

P.O. BOX 7000
LEESBURG, VA 20177
(703) 777-0234 Metro 478-8408



APPLICATION

For Evaluation of existing water
and/or sewage disposal systems.

Department use only

Request # _____ Area #: _____

Fee () _____

Receipt number

Rec'd by _____ Date _____

Tax Map _____

PIN # _____

PLEASE PRINT OR TYPE

NOTE: Make checks payable to: County of Loudoun

Proposed Settlement Date _____ Transfer? ☐ Refinance? ☐

Property Address _____ Subdivision _____ Sec _____ Lot _____

City _____

Directions: _____

Owner: _____ Phone: (H) _____ (O) _____

Address: _____

Evaluation Requested by: _____ Phone: (H) _____ (O) _____

Send Report to: _____

Address: _____

USE BACK OF THIS PAGE IF NECESSARY TO COMPLETE INFORMATION (Please Type or Clearly Print)

1 - Describe any history of a malfunction of the sewage disposal system (i.e. backup, pump malfunction, etc.) _____

2 - Date septic tank last pumped: _____ 3 - Number of bedrooms _____ 4 - Approx. age of septic system _____

5 - Is an automatic clothes washer or hook-up installed? _____ 6 - Is there a garbage disposal installed? _____

7 - a. Has the dwelling been occupied under usual and customary waste load conditions for the past 30 days? _____
b. By how many people? _____

8 - Is there discharge of laundry, kitchen, or other waste on top of the ground surface? _____ If yes, explain: _____

9 - Dwelling is connected to: WELL ☐ PUBLIC WATER ☐ OTHER ☐ (Answer 10, 11 if well or other is checked)

10 - Describe any history of well problems (insufficient water, muddy water, etc.) _____

11 - Circle any form of water treatment (pH control, filters, softening, iron, sulphur, chlorination, ultra-violet)

The following information must be supplied by the owner. (Complete all blanks.)

I CERTIFY THE INFORMATION ON THIS FORM WAS SUPPLIED BY THE OWNER AND IS CORRECT TO THE BEST OF MY KNOWLEDGE:

SIGNATURE _____ PRINT NAME _____

OWNER ☐ AGENT ☐

NOTE: Please attach copy of listing if available from realtor and copies of any previous records on the water supply and sewage disposal system.